MIT GSU Active Bylaws

This document contains all **active bylaws** according to all passed proposals. In some sections, the proposal text is directly copied to this document, while sections with more frequent changes have been rewritten to reflect the active portions of several combined proposals. In both cases, the proposals referenced are linked at the beginning of each section.

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Section I: General Procedures

Proposals referenced: Community & Discussion Guidelines, Contributions Collection Proposal.

Community & Discussion Guidelines

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1. Assume and act in good faith: Please try to speak from experience, speak for yourself, and actively listen to each other. If you are challenging someone's ideas or behavior, please do so respectfully, and if you are being challenged, receive it respectfully. Members have different levels of experience with the work we set out to do. We should aim to respect this diversity.

E.g. *There is a proposal raised before the OC by member X. Member Y thinks there is a major issue or oversight with this proposal. Acting in good faith would mean that Y is raising this issue because of the content of the proposal and not for any other interpersonal reasons. In a similar way X, in good faith, would receive this amendment as a valid concern to be considered instead of a personal attack. If a topic is very contentious, we recommend that we avoid impersonal digital communications, where conversations can quickly devolve into hostility, and to instead have a respectful discussion at in-person meetings.*

2. Respect everyone's time: This means we give others time to speak up and share their opinions. It also means we each ask ourselves if our contribution is productive for the conversation.

E.g. *X gets very enthusiastic when Y is talking and raises their hand to be on the stack right away. To respect everyone's time, waiting for the end of Y's comment to know if their questions have been addressed and use snapping to approve any statement would be a better method.*

3. Know whether to "step up" or "step back": We aim to embrace and lift up the participation of members from more marginalized backgrounds. Step back to leave space for others to voice their opinions and feelings. Step up if you find yourself not talking.

E.g. *X has been researching and drafting a proposal and has brought it to present at the OC. X should know to step up to share their background and overview of the proposal.*
should then step back to ensure an inclusive discussion and encourage those with new perspectives to contribute. Other members should then take the opportunity to step up to provide feedback from their perspective, regardless of their sense of their own expertise on the matter. All opinions are valued.

4. Do not speak while others are talking: Please signal to the stack-taker if you wish to speak.

5. Respect everyone's struggle: This means we listen to and give time of day to everything brought up in discussions.

6. Respect everyone's safety: We don't tolerate misogyny, racism, ableism, homophobia, transphobia, or any other kind of charged chauvinism in this space.

E.g. (joke)

7. Respect everyone's privacy: We must respect anybody's wishes to keep their statements confidential.

E.g. retaliation

8. Use accessible language: Be sure to clarify any acronyms or jargon you use to ensure that everyone can follow the conversation. Additionally, English is not the first language for a large portion of the graduate worker community. We must show respect for this by speaking clearly, avoiding overly complex language, and restating any points of confusion.

E.g. acronym or jargon

Proposal to Collect Monetary Contributions from Union Members and Alumni

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Payments will be collected via Paypal to the account mitgsutreasurer@gmail.com which is managed by the Treasurer (currently Adam Trebach). Automatically recurring payments will not be available until we incorporate as a 501(c)(5) or 501(c)(3), or find some other way of getting an Employer Identification Number (EIN). We will, however, be able to automatically generate payment requests using the paypal SDK for python. While this is certainly less desirable than automatically recurring payments, it is the best workaround we can have without officially incorporating.

We will not have a bank account. Any reimbursements will be processed through Paypal and that is also where our balance will reside.

Platform Development

Proposals referenced: Platform Development Proposal.

Summary

Platform development will be coordinated by a committee of organizers (particularly from the OC and GSU issue campaigns). This committee will centralize development of sections of the platform through existing committees and new working groups of organizers who will reach out to grad workers and draft sections of the platform. The OC will approve these platform sections as they are completed and the final platform will be approved at a general body meeting.

Structure

- **Platform development committee (PDC):** This committee coordinates the overall platform development process and provides guidance to organizers & other grad workers developing sections of the platform.
- **Issue working groups (IWGs):** Each working group focuses on one area of graduate worker issues. Each group is responsible for:
    - Overseeing a process of outreach and engagement around their section of the platform to assess how the working and learning experiences of graduate workers relate to these issues
    - Researching and drafting demands to bargain for with our employer which address these issues
    - Getting feedback from graduate workers on this portion of the platform as it develops.
- **Union reps:** Graduate worker organizers who take on the role of union reps for their department, dorm, student group, etc. will be responsible for communicating about the platform development process to graduate workers they work with.
    - We will need to proactively communicate about this process and opportunities for graduate workers to have their voice represented in the process of platform development, ideally through direct participation in the process facilitated by union reps and IWGs. We absolutely must ensure that our platform does not merely resonate with the most dedicated student advocates, but with the largest possible segment of our campus (acknowledging some elements of the platform will appeal to different segments of the grad population, at times including a minority of its members).

- **Ally groups:** The interests of graduate workers on campus are connected in many ways to the interests of other workers and community members at MIT. We are concerned with representing the interests of graduate workers first and foremost, but we aim to establish ties of solidarity with other groups of disempowered workers and students at MIT especially. Ally groups, including but not limited to, undergrads, postdocs, and faculty, could be brought into the process by bringing together representatives from those groups to discuss our shared issues and how we can work together to fight for a better MIT for us all.

Process

- **PDC Formation:** We can initiate this process by passing this proposal and selecting some initial Organizing Committee members to make up the initial PDC. Additional members should be selected from our existing issue campaign groupings (Grads for a Healthy MIT/RISE, COVID Relief, International Student Working Group, and Affordable Housing).
- **IWG Formation**: The PDC will facilitate the creation of working groups to draft sections of the platform. Working groups will be open to all graduate student workers who wish to participate in good faith in the development of the union's platform. Each working group will come together for initial discussions and submit a charge (i.e. an area of graduate worker issues to focus on) to the PDC for feedback and approval. Each IWG will develop their platform sections in parallel, and the PDC will coordinate this parallel process.
    - Approval should be based on an assessment of alignment with the principles of rank-and-file unionism, solidarity, and participatory democracy; reasonable scope of the work; and overlap with existing IWGs. The PDC's job is not to simply approve or reject the charge of an IWG outright, but instead to provide feedback so that the two bodies can reach a mutually agreeable outcome.
- **Outreach/Section Development:** The IWGs will deliberately reach out to graduate workers affected most directly by the issues within their charge. This should be done using the infrastructure of the union reps throughout the graduate population. The platform will be developed through recognition of these issues and research on solutions, based on other union victories and solutions favored by graduate workers. IWGs will also seek feedback from graduate workers as these solutions develop, through 1-1 conversations as well as events.
- **Section Approval:** Once an IWG develops their section of the platform, they will submit that section to the PDC for review and feedback. When the PDC and an IWG agree on a section, they will submit it to the OC for feedback and approval. Though representatives should provide regular updates and give opportunities for feedback throughout the process.

- **Platform Approval:** Once all sections have been approved by the OC, the platform will be subject to approval by either a general body meeting and vote (on a per-section basis) or an issue survey to rank the importance and agreement with various segments of the platform by graduate workers at MIT.
- **Future Revisions**: This process could then be ongoing with working sections of the platform incorporated on a regular basis to the full platform through another round of platform approval by the membership.

Section II: Union Roles, Officers, and Staff

Proposals referenced: Proposal for Core Organizer Roles, Ombudsperson Proposal, Electing a Treasurer and Collecting Dues Section II, Electing a Treasurer and Collecting Dues Section III, Electing a Treasurer and Collecting Dues Section IV, Organizer on Stipend Proposal Part 1, Organizer on Stipend Proposal Part 2, Organizer on Stipend Proposal Part 3.

Core Organizer Roles

Department Coordinator

To lead departmental outreach and recruitment efforts
In larger departments, identify and recruit "Deputy" Department Coordinators (1 per 100)
Responsibilities

- *Delegate as many of the below tasks as possible*
- Recruit a team of active organizers for the department (with goals of at least 1 per 20 people in department overall, including 1 per cohort and 1 per lab)
- Identify and recruit members to participate in committee work and connect these individuals with conveners
- Maintain an up to date list of all contacts within the department
- Convene regular meetings with organizers to review progress and set goals
- Attend, or send a delegated representative to, Recruitment Team meetings and Organizing Committee meetings
- Communicate progress to the Recruitment Team Facilitator
- Coordinate departmental orientation session with the Recruitment Team Facilitator
- Follow up on recruitment card entries
- Give advanced notice if there is a need to step down and find a replacement
- **Est. 2-5 hours per week**

Recruitment Team Facilitator

To lead recruitment efforts across departments and in underdeveloped departments
Responsibilities

- *Delegate as many of the below tasks as possible*
- Facilitate and set up logistics for weekly recruitment team meetings (room, time, reminders, agenda)
- Check-in with Department Coordinators to review progress every week
- Record weekly summation of work for dissemination to departmental organizers
- Attend or send a delegated representative to OC meetings

- Support Department Coordinators and keep them up-to-date on the work of the OC and committees
- Work with Department Coordinators to identify factors inhibiting progress and strategies for addressing them
- Send new recruits to organizer trainings
- Coordinate departmental orientation sessions
- Encourage mentoring practices by department coordinators
- Give advanced notice if there is a need to step down and find a replacement
- **Est. 2-5 hours per week**

Committee Convener

To conduct, track, and maintain ongoing committee work
Responsibilities

- *Delegate as many of the below tasks as possible*
- Facilitate weekly or biweekly meetings
- Set up logistics for committee meetings (location, time, reminders, agenda)
- Recruit new members to the committee (such as by contacting those identified via recruitment cards, connecting with Department Coordinators, or one-on-one conversations)
- Mentor committee members to find deputy convener, co-convener, and replacements to divide the work with
- Attend or send a delegated representative to OC meetings
- Action item tracking and follow-up with committee members
- Record weekly summation of work for dissemination and update at OC meetings
- Give advanced notice if there is a need to step down and find a replacement
- **Est. 2-5 hours per week**

Ombudsperson Proposal

I. Desired Qualities

Ombudspersons should be able to empathetically address conflicts and union culture in a balanced and impartial way. They are expected to conduct themselves in a manner consistent with our community's shared values and community guidelines. The Ombuds Council should reflect the demographic diversity of our membership.

II. Role & Responsibilities

The Ombudspersons are expected to fulfill two primary roles:

1. Mediate interpersonal conflict
    a. Approach conflict mediation with restorative rather than punitive practices.
    b. Communications with the Ombudspersons are confidential within the ombuds council, with exceptions for concerns for harm of self or others.
2. Maintain healthy and inclusive union culture.
    a. Report back biannually on the state of union culture and values.
    b. Lead reflection on community values along with reports.
    c. Address toxic dynamics as they arise.

III. Selection Process

Ombudspersons will be selected through the following process.

1. Candidates will be nominated by the Ombuds Council, comprised of the current Ombudspersons.
    a. If no Ombudspersons are currently serving (e.g. during the selection of the first set of Ombudspersons or in the event that all Ombudspersons are no longer able to serve) the Organizing Committee will instead nominate candidates to fill these roles.
2. Candidates will then be confirmed by a proposal vote of the Organizing Committee meeting.
3. If an Ombudsperson fails to meet the responsibilities and expectations of their role, they can be recalled by a proposal vote of the Organizing Committee.

Electing a Treasurer and Collecting Contributions

I. Contribution Collection

The union will begin collecting contributions from members on a voluntary basis. Members are welcome to contribute any amount and are encouraged to pay on a monthly basis.

The identity of contributors and the individual amounts contributed will remain confidential (except to the Treasurer and Deputy Treasurer) unless the release of this information is deemed necessary by the OC for express strategic purposes by an **informal vote**. If such information is allowed for release, which specific information, to whom it is being released, and for what purpose must be expressly stated by the OC.

Making monetary contributions will not afford any individual special rights or privileges within the union.

II. Treasurer and Deputy Treasurer Roles

The Treasurer shall have the responsibility to

1. Keep both the amount each individual pays and the identities of contributors confidential, unless authorized to release this information by an **informal vote** of the OC for an express strategic purpose.
2. Pay any recurring union expenses
3. Ensure that money is spent in accordance with the budget (only applicable once a budget is passed)
4. Approve reimbursements. Reimbursements will only be dispensed if at least one of the following is true:
    a. The expenditure is explicitly listed in the approved budget
    b. The expenditure is not in the budget but is under the threshold ($50 if a budget exists, else $75), is clearly consistent with furthering the work of the MIT-GSU, is non-recurring, and has been approved in writing by the treasurer before the funds were spent. Any funds spent without prior approval may only be reimbursed by an OC vote as outlined below.
    c. The expenditure is not in the budget, totals under $200, and has been approved by the OC by an **informal vote**. The total cost is defined as the one-time cost for one-time expenses and as the expected yearly cost for recurring expenses.
    d. The expenditure is not in the budget, totals $200 or more, and has been approved by the OC by a **proposal vote**. The total cost is defined as the

one-time cost for one-time expenses, and the expected yearly cost for recurring expenses.

5. Make a monthly report on the GSU's financial health. The report will be presented at the second OC meeting of each month and will be sent to the membership in the first digest email after this OC meeting. This report, and all past reports, must be available to the entire membership at all times. The report should contain at a minimum:
    a. Contributions collected in the previous month and comparison to the contributions we expected to get
    b. Prediction of contributions to be collected in the following month (based on the current number of contributors and the amount each is paying)
    c. Spending report including
        i. Total cash on hand
        ii. Total contributors in the past month and net change
        iii. Total spent in previous month and comparison to predicted expenditures
        iv. Prediction of expenditures in upcoming month
        v. A line item for each reimbursement, including a description of the purchase and the person who was reimbursed
        vi. A list of how much of budgeted money in each category has been spent so far and how much remains to be spent (only applicable once a budget is passed)
6. Share with the Deputy Treasurer up-to-date credentials to all financial accounts to ensure that the union never loses access to its funds.
7. Craft a proposal to present to the OC for collecting contributions from non-members. The OC will discuss and vote via a proposal vote to accept or decline financial donations from non-members. If passed, donation totals should be reported in the treasurer's monthly report.

The Deputy Treasurer shall have the responsibility to

1. Assist the Treasurer with the above responsibilities as is necessary. While the Deputy Treasurer will have the ability to approve reimbursements as outlined above, this should only be done if the Treasurer is completely unavailable. A single style of bookkeeping makes for the best financial records.
2. Assume the position of Treasurer in the event of a sudden resignation, or removal, until the OC elects a new Treasurer or approves the new position of the Deputy.
3. Keep up-to-date credentials to all financial accounts to ensure that the union never loses access to its funds.

The first Treasurer and Deputy Treasurer will also be responsible for implementing a contribution collection system (e.g. Paypal with a Paypal card to spend our balance directly). Before implementing this system, the Treasurer and Deputy must present their plan for

collection, including their choice of relevant technology to the OC, and the OC must approve this in a **proposal vote**. Any future changes in the software used to collect contributions must be approved by the OC in a **proposal vote.**

Organizer on Stipend (OoS) Proposal

I. OoS Responsibilities and Limitations

In order to guarantee our union continues to be run democratically by rank-and-file membership, we explicitly define the responsibilities that fall under the purview of the OoS. ***All of these responsibilities do not solely fall on the OoS's shoulders; rather, the OoS works in collaboration with rank-and-file union members to achieve these****. The limitations of the powers of the OoS are also defined.*

A. **Recruitment**
    a. Training: Train members in recruitment, run department coordinator trainings, find facilitators for orientation sessions.
    b. Data: Doing list work to track and assess recruitment metrics
    c. Accountability: Keep members accountable to do the recruitment work and to follow up with new recruits.
    d. Organizing Conversations: The OoS position is not responsible for directly recruiting new members via 1-on-1 organizing conversations unless there is a specific goal to meet (e.g. reach a department in which no one is involved and get it started); it is the responsibility of departmental organizers to do this. The OoS may have 1-on-1 conversations with members already introduced to the union, or have 2-on-1 conversations with new members for the purposes of training.
B. **Leadership Development**
    a. Accountability: Make sure that each convener finds a successor (e.g. ask early in the term, encourage members to volunteer/run). Supervise onboarding of new convener by previous convener (e.g. check that it is done, give tips/resources).
    b. Convener training: Advise convener on how to do it. Share tips and practices.
    c. Transmission: Help to create resource tutorials/onboarding materials for new organizers. Be accessible to direct towards resources.
    d. Identification: While the OoS may reach out to members to ask them about their interest in leadership positions, the OoS does not directly appoint anyone to any position. Delegation of tasks and responsibilities should be done by rank-and-file membership.
C. **Members education**
    a. Logistics: Help when members want to organize workshops on specific campaign material.
D. **Campaign specific**

a. Accountability: Follow up with organizers on action items

E. **Strategy**
   a. Generally, strategy (e.g. overall vision for the union, long-term goals, short-term priorities) should be set by rank-and-file members using established democratic procedures. The OoS may participate by offering advice based on experience and communicating information and advice from UE. However, the OoS has no special role to play in setting strategy and should help implement the strategy set by the union.

F. **Outreach**
   a. The OoS will not be the public face of the union or the sole link between the union and other MIT groups. Rank-and-file members, including spokespeople and the student group liaisons, will serve these roles. The OoS can serve as a link between the GSU and other unions and advocacy organizations; the general purpose of liasing with other organizations should be regularly reported to and approved by the OC .

G. **Coordination and Evaluation**
   a. The OoS does not need to be present at every committee meeting, as doing so would require too much time and make the OoS seem overly powerful. The OoS should have explicit approval from the committee convener before attending a committee meeting. However, they should be generally aware of what all the committees are working on, and may choose to attend committee meetings that need additional support or attention. The OoS should not give evaluations of either committees or members; instead, committee conveners and the OC should regularly check on committee health.

H. **Transparency and Accountability**
   a. Reporting: In order to avoid an undefined concentration of power, the OoS should report monthly to the OC about their ongoing and planned work, and the OC and OoS should then discuss if the work the OoS is doing is advancing the union's goals within the limitations defined in their contract. Complaints about the OoS may be anonymously directed towards Ombuds, who should (if requested) bring the concern to the OC to decide on action to take.
   b. Decision Making: The above tasks should involve a very limited amount of decision making. In the case where the OoS has to make a decision that falls outside the above tasks, this decision must be taken in consultation with other rank-and-file members, and the decision making process has to be accessible and transparent to all. The same procedure should be followed for tasks the OoS would like to initiate.
   c. Transparency: For transparency purposes, the OoS should not limit access to any contacts, documents, material resources etc. All resources that are made by the OoS should be made readily accessible to the OC

II. Hiring Process

A. **Hiring Committee**
The OC may either choose to allow a standing committee to serve as the hiring committee or elect to create a new committee for this purpose. The hiring committee will be responsible for advertising the position, writing the application questions, reviewing applications, and recommending a candidate to OC. This decision should be made at the same OCM where this proposal is voted on.

B. **Criteria**
   a. Knowledge of union organizing
   b. Knowledge of internal MIT procedures
   c. Commitment to rank-and-file principles

C. **Hiring Pool**
The position will be advertised to the mailing list of current graduate student workers and alumni who have stated support for the union, as well as on the general slack channel. There is no limitation on who can apply for this position, but preference will be given to those who are part of the MIT graduate student-worker community already. Members of marginalized communities (by gender, race, sexuality, and other identities) are strongly encouraged to apply.

D. **Timeline**
The first hiring process should begin immediately after the OCM where this proposal is adopted; future hiring processes should begin immediately after the termination or failure of renewal of the previous OoS. Advertisement for the position should begin within a week, and applications should be open for at least one week. The committee then has a week to review applications and recommend a candidate to the OC, who will vote whether or not to hire.

III. Contract Writing Process

While the recruitment stages of the hiring process may be done in parallel with the contract writing process, the contract must be fully written before the OoS is officially hired.

A. **Contract Writing Responsibility**
The OC may either choose to allow a standing committee to be responsible for writing the contract or elect to create a new committee for this purpose. This decision should be made at the same OCM where this proposal is voted on.

The contract writing committee is responsible for presenting a financial plan to assess the financial feasibility of the hiring.
The contract writing committee is responsible for ensuring that an accountability process is in place in the union before submitting the contract to vote.

B. **Content**

The contract should cover:

- the responsibilities of the OoS (taken from this document)
- the size of the monthly stipend
- expected amount of hours worked per week (estimated to be 10-15 hours)
- the legal methods by which the OoS is paid
- the start and end dates of the position (estimated to be a 3-6 month period for the first contract)
- termination procedures/provisions for firing
- renewal procedures

Those responsible for writing the contract should consult UE for legal advice.

C. **Timeline**

Work on contract writing should begin at the same time as the hiring process. A draft of the contract should be reviewed by the OC within 1 to 2 weeks, and the final version should be finished within 2 to 3 weeks. Those responsible for writing the contract should, in consultation with the treasurer, determine an approximate size of the stipend within a week to allow this information to be advertised and voted on along with the position.

Section III: The Coordinating Committee

NOTE: In this section, "Coordinating Committee" (CC) and "Organizing Committee" (OC) refer to the same body. The name was changed with the passage of the Coordinating Committee Proposal (02-22-2021).

Proposals referenced: Changing the Dates of Organizing Committee Meetings, OC Meeting Extension & Best Practices Proposal, Coordinating Committee Proposal.

Coordinating Committee Proposal

Summary

1. The union will create a Coordinating Committee (CC) to take on the task of coordinating union activities, discussing and reaching unity on high-level strategy, and acting as a democratic decision-making body.
2. The CC will be empowered to make collective decisions regarding how we carry out the day-to-day of union activity, as well as questions of strategy and tactics. Proposal votes can be brought forward for structural changes or longer term union efforts, passing with a simple majority of present coordinators voting (50%+1). Decisions which require broader support, such as going on strike or ratifying a contract, will be voted on by the larger body of union supporters. The CC can decide to take a vote to the broader membership.
3. Any powers or responsibilities previously given to the OC, unless changed in this or future proposals, are transfered to the CC
4. CC meeting facilitation will rotate among coordinators on a set schedule (with flexibility).

Coordinating Committee

- The role of coordinating union activities is currently served by the OC and RT. The focus of these bodies has increasingly converged on the central tasks of building the union as we prepare for going public and entering the next phase of our union drive.
- Splitting this coordination work between two bodies has created difficulties. First, this split makes it significantly more difficult to bring new core organizers into coordinating work, since it doubles the amount of new meeting time. Second, there is sometimes an "information leak" between OC and RT, which makes it difficult to operationalize key decisions across the union.
- To solve these issues, we should establish a central body — a **Coordinating Committee (CC)** — to discuss high-level union strategy and progress from departments and areas of work.

- This requires bringing together all of our department coordinators, committee conveners, and elected positions to ensure that we can more effectively enact our unified orientation to key issues throughout the union, especially through our now extensive and quickly growing department organizing infrastructure.
- We aim to have all coordinators present at this meeting, making up the membership of the body, but at a minimum we should have one per department and area of work.
- Decisions will be made with an eye towards establishing a unified approach across the organization to carry out the decisions we make together, motivating us to make clear actionable decisions and a plan to carry them out.

Facilitation and agendas

- Meeting facilitation will be rotated among CC members on a set schedule, with flexibility and support as needed. Rotating facilitation will lighten the load for each individual coordinator and give all coordinators experience with meeting facilitation, while having a set schedule will ensure that meeting roles are taken up reliably.
- Some examples of regular topics/agenda points:
    - Recruitment / growth
        - Recruitment pipeline and organizer development
        - Union rep progress
        - Data privacy, security, and maintenance
        - Membership engagement
    - Dept organizing updates
        - Weekly reporting
            - Conversations, orientations, training, dept meeting attendance, union reps, petition signatures, and notable updates (challenges/successes)
        - Union rep training and coordination
        - Dept issue updates
    - Issue updates
        - Coordinator / union rep education (background, agitation, talking points, union wins)
        - Op-ed planning
        - Petition progress updates
        - New petition proposals
        - Platform development
    - High level strategy
        - Going public coordination
        - Member education on organizing and unionization
        - Culture and climate assessment
        - Overseeing elections

Time and Duration of Coordinating Committee Meetings

Time

The Coordinating Committee shall meet weekly at 6 PM ET on Mondays. (Proposal)

Duration

The Coordinating Committee meetings shall have a default duration of 90 minutes (Proposal)

Coordinating Committee Best Practices

Extending the amount of time that we ask people to be in meetings requires that we respect this contribution and how we use it. Additionally, we hope to accommodate the schedules of all of our members as best as we can. With these aims in mind, we propose the following best practices:

- Always have an agenda written and posted before the meeting, sending it out with the meeting reminder email.
- Provide time alloted to each point on the agenda and attempt to follow this schedule
- Strive to end on time, carrying points over for further discussion in another OC meeting or in a committee.
- Ensure adequate time is alloted for proposal discussion and voting, erring on the side of further discussion if there is significant disagreement or points of confusion that have not been addressed.
- Discuss major proposals in at least one OC meeting before formally raising them for a vote.
- Hold proposal votes in the first hour of the meeting to accommodate anyone who cannot stay the full hour.
- When raising a point, speak clearly and concisely, avoiding unnecessary repetition of points that have already been raised, instead showing agreement by snapping.
- Provide a call-in option for participants who cannot attend in person.
- Record minutes in a live document in the MIT GSU drive to allow people to follow along as minutes are being taken.

CC Attendance

A. By default, CC attendance is limited to Department Coordinators, Union Representatives, Committee Conveners, Elected Officers, and Staff Organizers ("Default Access").
B. Any union-supportive grad-worker can attend and participate in CC with the sponsorship of at least one Department Coordinator, Committee Convener, Elected Officer, or Staff Organizer.
    1. A union-supportive grad worker is defined as any MIT graduate worker who has attended a union orientation and has said they will sign an authorization card (indicated currently on Airtable by a stated position of "Yes" or "Yes and Willing to Organize").
    2. This sponsorship lasts for only one meeting and must be revisited for each meeting.
    3. The sponsoring Department Coordinator must:
        a) Notify the CC facilitator of the guest ahead of the meeting so that the guest and sponsor can be recorded in the minutes.
        b) Post in #cc_prep ≥24 hours in advance of the meeting that they are sponsoring a guest. This is intended to allow attendees to understand who will be in attendance at a meeting before they attend.
C. In exceptional circumstances, a grad-worker who is an active organizer may be given permission to attend CC more frequently.
    1. Because moving grad-workers up the ladder of engagement is a high priority of the GSU, the predominant mechanism for a grad-worker to obtain recurring access to CC should be to become Union Representatives or Department Coordinator. However, in some circumstances, grad-workers may have compelling reasons to not become a Union Representative or Department Coordinator, and may petition for recurring access.
    2. Recurring access for a grad-worker who does not have Default Access shall be granted by a simple majority vote. **Unlike general proposal votes**, this should be determined by vote at CC to pass with a simple majority of *Department Coordinators* present. This can be done by roll call or silent vote (**See Voting Procedures Proposal I.5**).
        a) These grad-workers must be (i) active organizers in the MIT GSU who (ii) have compelling reasons for not becoming a Union Representative and (iii) have compelling reasons to attend CC regularly.
        b) A sponsoring Department Coordinator, Committee Convener, Elected Officer, or Staff Organizer will provide voters with these reasons at CC in verbal or written form. Department Coordinators will decide their vote based on the extent to which they feel these criteria are satisfied.

3. If the vote to grant access passes, access is granted until the CC revokes access by a majority vote of *Department Coordinators* present **or the grantee fails to attend six consecutive CC meetings**.

D. One-time/special guests must be approved by the CC facilitator.
   1. This shall be the default mechanism to invite outside guests to speak on areas of interest to the CC (e.g. a grad-worker from another UE-affiliated university).
   2. Requests for approval of an invitation can be made directly to the CC Facilitator or in #cc_prep.
   3. Approved invitations should be posted in #cc_prep ≥24 hours in advance of the meeting.
   4. If someone who wishes to attend has reservations about a guest, they or an advocate may privately contact the CC facilitator and come to an agreement about attendance.
E. All guests may suggest agenda items in advance of CC. The final agenda is the purview of the meeting facilitator.
F. Meeting facilitation is restricted to those with Default Access, as defined in II.A.

Eligibility to Vote and Introduce Proposals to CC

A. Grad-workers who are Union Representatives, Department Coordinators, Committee Conveners and/or Elected Officers are eligible to vote. These individuals are “voting members”.
B. Any voting member may bring a proposal forward for consideration.
   1. Amendments to existing proposals must specifically cite the proposal which they modify.
   2. Proposals should be introduced 48 hrs in advance of CC whenever possible, but urgent proposals may be introduced within this time frame **at the facilitator's discretion**. In those cases, the proposal should be shared to #cc-prep as early as possible, and must be posted to #cc-prep prior to a meeting in order to be voted on.

Section IV: Election of Officers

Proposals referenced: Election Bylaws Proposal

General Procedures

A. The procedures in this proposal apply by default to all elected union roles, including those which have been created before the passage of this proposal (Ombud, Treasurer, & Deputy Treasurer).
B. Every union member is entitled to vote in an election.
C. Elected candidates will serve a 1 year term ending on the last day of March. There are no term limits (i.e. the same person may be elected to a role indefinitely).
D. This proposal does *not* define which roles are elected and which are selected by some other method (e.g. volunteering or hiring). In general, the union should make as many leadership roles as possible elected, with the understanding that this may be infeasible at different stages in the growth of the union.
    a. At the time of writing, the treasurer, deputy treasurer, and ombuds are selected by election; department coordinators, committee conveners, and recruitment team facilitators are selected by volunteer; and student group liaisons are selected by volunteer in consultation with the relevant student group.
    b. In general, roles which confer special privileges should be elected, while other leadership roles may be filled by volunteers when necessary.
    c. Hired roles (e.g. staff organizer) are *not* included in this proposal

Nomination Procedures

These election procedures are largely derived from the procedures used to elect the ombuds, treasurer, and deputy treasurer, with some modifications where appropriate.

A. In order to run in an election, a candidate:
    a. must be a union member
    b. must be nominated by another union member
    c. must have the nomination seconded by two other union members
    d. must accept the nomination.
B. The nomination process should be fully visible to all union members via an online platform, such as the union Slack or mailing list.
C. The nomination period opens 3 weeks before the election and closes 1 week before the election.

D. Nominees must prepare a statement (spoken or written) explaining why they want to take on the role in question. These statements will be delivered immediately before voting begins.

Election Procedures

This section lays out the exact procedure for conducting an election and counting votes.

In order to give elected members time to transition into their roles, elections should occur as early as possible and must occur before the end of March. The voting period for all elections is one week (i.e. 168 hours).

Elections must be initiated by a Voting Meeting if at all possible; otherwise, they can be initiated virtually (e.g. over the appropriate union mailing list). For roles which are not department- or committee-specific, this Voting Meeting is the first General Body Meeting of each year. For roles specific to a department or committee (e.g. department coordinators or committee conveners, if they are to be elected at all), this Voting Meeting is a department or committee meeting.

Elections will take the form of either single transferable voting using Senatorial rules with the Hagenbach-Bischoff quota or using a confirmation vote for each candidate, where each candidate needs approval from at least two-thirds of votes cast to be initiated into the position. The choice between the two methods will depend on the number of candidates and the number of slots. The single transferable voting process is laid out below:

A. The ballot will list all eligible candidates (as defined in Section I.B of this proposal) in random order.
B. Voters will rank the candidates according to preference, with 1 denoting the highest preference and with higher numbers indicating lower preference.
    a. Voters will rank as many or as few of the candidates as they wish.
    b. Ranking must be strictly sequential (e.g. if a voter marks their first and second preferences but not their third preference, they cannot mark the fourth, fifth, etc. preferences).
C. Votes are counted in the following way:
    a. In an election with N seats to fill and V valid votes cast, the vote quota is given by the expression $Q = \frac{V}{N+1}$.
    b. Allocate 1 point to each candidate for every first-choice vote they receive.
    c. If any candidate has strictly more than Q points, then:
        i. Elect the candidate C with the most points.

ii. Reallocate candidate C's ballots to other candidates *at a reduced value* R. In other words, allocate R points to each *remaining* candidate for every *second-choice* vote they receive using candidate C's ballots. The reduced value R of ballots transferred from an elected candidate with P points is $R = 1 - \frac{Q}{P}$.

d. Otherwise, if no candidate has strictly more than Q points, then:
   i. Eliminate the candidate C with the fewest points.
   ii. Reallocate candidate C's ballots to other candidates *at the same value*. In other words, allocate 1 point to each *remaining* candidate for every *second-choice* vote they receive using candidate C's ballots.
e. Repeat steps b-d (replacing "second-choice" with "third-choice", "fourth-choice", etc. sequentially) until either:
   i. A winner is found for every seat (i.e. N candidates have strictly more than Q points)
   ii. There are as many non-eliminated candidates as there are seats (i.e. N candidates have not been eliminated).
f. Value reductions compound over multiple rounds (e.g. a ballot which is transferred from a winner twice has its value reduced two times over, and a ballot which is transferred from a winner and then from a loser has its value reduced once).
g. If a ballot which should be reallocated has a next choice who is no longer a candidate (i.e. they have already won or they have already been eliminated), then the ballot should instead be allocated to the next *remaining* candidate.
h. If a ballot which should be reallocated has no next choice (e.g. if a ballot with 3 candidates ranked has already been allocated to 3 candidates), then it is discarded rather than reallocated.
i. If two candidates tie (either for selecting a winner or for eliminating a loser) in a given round, then the tie is resolved by looking at previous rounds, i.e. the candidate who most recently had more points wins the tie. If a tie cannot be broken in this way, then the winner of the tie is selected randomly.

Post-Election Procedures

This section details the procedures to be followed immediately after an election, as well as the procedure for filling a vacant role before March elections.

A. The results of an election must be announced on the union mailing list within 1 week of the end of the voting period.

B. Newly elected members should work with their immediate predecessors to transition into the role by the start of April.
C. In the event that an elected position is left vacant, the Organizing Committee should elect a candidate to fill the role for the remainder of the term according to the nomination procedure laid out in Sections I.B, I.C, I.D (with “General Body Meeting” replaced by “Organizing Committee meeting”) and the voting procedure laid out in Section II. Any candidates elected in this way must be approved by a proposal vote at the following General Body Meeting, department meeting, or committee meeting, as appropriate.

Removal Procedures

This section details the procedures for the removal of an elected member from their role.

A. An elected or volunteer position may step down if they feel they are no longer capable of performing their duties, but they should inform the Organizing Committee at least 30 days in advance.
B. The Organizing Committee may vote to remove an elected member from their role at any time following the procedures of a proposal vote. This removal is effective immediately, but it must be confirmed by an informal vote at the next General Body Meeting, department meeting, or committee meeting, as appropriate. If a majority of voters do not approve the removal, then the removed member is reinstated.

Section IV: Voting Procedures

These procedures clarify and establish the rules for voting on proposals at MIT GSU coordinating committee meetings (CCMs) and general body meetings (GBMs). These rules are provisional and are effective until the MIT GSU ratifies permanent bylaws. Proposals referenced: Voting Procedures Proposal, Emergency Session Proposal, Change to Voting Procedures, Amendment to Voting Procedures Proposal, Non-anonymous Voting Proposal, CCM/GBM Voting Procedures Proposal.

Amending voting procedures

These voting procedures may only be amended at an CCM/GBM and by a vote at that meeting in which a supermajority (i.e. at least two-thirds) of all non-abstaining votes cast are in favor of the amendment. Revised voting procedures do not apply until the following CCM or GBM, whichever occurs first.

Voting categories

Two categories of votes are recognized.

1. **Informal vote**. An informal vote is a minor or procedural vote. An informal vote does not require a formal proposal or advance notice. (An example of an issue that might require an informal vote is whether or not to extend a particular CCM.) An informal measure passes if a majority (i.e. more than 50%) of all non-abstaining votes cast are in favor of the measure.
2. **Proposal vote**. A proposal vote is a vote which requires approval by a significant portion of the OC. A proposal vote requires a formal written proposal.

CC Voting Eligibility

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1. Grad-workers who are Union Representatives, Department Coordinators, Committee Conveners and/or Elected Officers are eligible to vote. These individuals are “voting members”.
2. Any voting member may bring a proposal forward for consideration.
    a. Amendments to existing proposals must specifically cite the proposal which they modify.
    b. Proposals should be introduced 48 hrs in advance of CC whenever possible, but urgent proposals may be introduced within this time frame **at the facilitator's discretion**. In those cases, the proposal should be shared to #cc-prep as early as possible, and must be posted to #cc-prep prior to a meeting in order to be voted on.

CCM Voting Procedures

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1. The procedures described in Section I apply *only* to votes at Coordinating Committee Meetings (CCM).
2. Votes occur in CCMs and are overseen by the facilitator.
3. The options on CCM votes are “Yes,” “No,” and “Abstain.”
4. A simple majority of non-abstaining voting members present is required to pass a proposal. Abstaining is equivalent to not being present at the meeting.
    a. In the accompanying proposal, Slack and CC Accessibility Proposed Amendments (05-10-2021), voting members are defined as “grad workers who are Union Representatives, Department Coordinators, Committee Conveners and/or Elected Officers.”
5. The following procedure shall be used to conduct a vote:
    a. A motion must be made to move discussion to a vote.
6. For a CCM proposal vote, this should be done by the facilitator at the conclusion of the time allocated to discuss the proposal.
7. For informal votes, any voting member may make a motion to begin voting.

    a. Motions to begin voting must be seconded by a voting member. For a CCM proposal vote, the vote then begins.
    b. For informal votes, the facilitator will ask if there are any objections to the motion passing. If no voting member objects, the motion is adopted. Otherwise, a vote begins.
8. The default voting mechanism is a roll call vote, conducted by the facilitator. It is acceptable to conduct this vote either verbally or in the zoom chat.
    a. Any voting member may make a motion to conduct the vote silently.
    b. Motions to conduct a vote silently must be seconded by a voting member.
    c. If a voting member plans to invoke this procedure, they must notify the facilitator in advance.
    d. Motions to invoke this procedure in advance of a meeting can be made in #cc_prep. Seconds can be indicated as a “Thumbs Up” Reaction.
    e. The Silent votes will take place by a Google Form.
        i. The form shall contain 1 field for member name, 1 field for MIT Kerberos ID, and choices for “Yes,” “No,” and “Abstain.”
    f. The final votes must be read out loud by the facilitator and immediately recorded in the meeting minutes.
    g. Votes of abstention must be recorded.
9. Proposal votes are not anonymous, and the meeting minutes must reflect a list of voting members present and how they voted.

Scope of CC Proposals

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1. In line with the Coordinating Committee Proposal, proposal votes are only necessary for "serious structural changes or larger union efforts." Serious structural changes are defined as those decisions which systematically alter who has power over decisions within the union. This includes but is not limited to items such as:
    a. Changes to CCM voting procedures and election procedures.
    b. Changes to MIT GSU accountability procedures, code of conduct, or community guidelines.

c. Generalized, but not specific, cases of access to information (e.g. who has access to a class of documents would require a vote but not who has access to a specific document)
d. Defining membership or who may attend meetings
e. Establishing committees or leadership positions with entrusted powers
    1. All Union Representatives and Department Coordinators must be notified of committee or leadership position votes. Post in #cc_prep ≥24 hours in advance of the meeting with position title, role description, and nominees.
    2. Role descriptions should explicitly include any extra decision-making privileges associated with that position (e.g. the MIT GSU Treasurer can pre-approve expenses under $75), if any.
f. Larger internal union efforts. This includes but is not limited to items such as:
    1. New within-union programs (e.g. formal mutual aid)
    2. New within-union efforts (e.g. developing an issue platform)
    3. Calling a GBM, or referring an issue other than those specified in Section III to a GBM Vote
    4. Decisions which will systematically alter or update the strategic direction of the organization. **In this case, the topic must be presented at a subsequent GBM to update union-supportive grad workers and solicit feedback.** This includes items such as:
        i. Authorizing a decision to “go public” and begin a card campaign
        ii. New campaigns (e.g. a mental health campaign).
        iii. Changes in strategies which notably shift the intensity of a campaign (e.g. moving from lobbying through existing institutions to direct action, but not what specific types of direct action to take)
    5. Referral of a question to a GBM vote. This can be done by a simple majority informal vote by voting members attending a CCM.
g. Any motion not indicated in Section II.A can be authorized by an informal majority vote of voting members present.
    1. Determining if motions can be decided using an informal vote rests with the meeting facilitator, but decisions can be overruled by a one-third informal vote to convert the motion to a proposal vote.

Scope of General Body Meeting Votes

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1. GBM decisions fall beyond the scope of CCM Proposals and are reserved for matters that require direct action from the general membership, define or alter the mission of the MIT GSU, or substantially impact the entirety of the general membership. Such matters are limited to:
    a. The election of a bargaining committee once the MIT GSU organizing drive wins recognition from MIT.
    b. Bargaining goals and bargaining strategy for our first contract, as developed by our elected Bargaining Committee
    c. Ratification of the MIT GSU Platform
    d. Contract ratification. Note that according to the Non-anonymous Voting Proposal, contract ratification votes should be anonymous.
    e. Authorizing a strike
    f. Any matter specifically referred to a GBM vote by the CC
2. All union-supportive grad workers are eligible to attend and vote in General Body Meetings.
    a. A union-supportive grad worker is defined as any MIT graduate worker who has attended a union orientation and has said they will sign an authorization card (indicated currently on Airtable by a stated position of “Yes” or “Yes and Willing to Organize”).
    b. Once the union is collecting authorization cards, the definition of a union-supportive grad worker will be any MIT graduate worker who has signed a card.

Election of Officers

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1. Note that every MIT GSU member is entitled to vote in an election for officers, as stipulated by the Election Bylaws Proposal. There are no changes to election protocols at this time. Note that according to the Non-anonymous Voting Proposal, election votes should remain anonymous.
2. **After the establishment of a regular GBM**, elections will be held at GBMs according to the procedures outlined in I.E.

Voting and Discussion at the Emergency Session

Once an emergency session is called to order, voting and discussion follow the usual procedures of OC meetings, outlined in the voting procedures documents.

Review of Emergency Decisions

Decisions made during an emergency session are subject to review and validation by the OC. Any proposals passed during an emergency session must be added to the agenda of the following OC meeting. There they must pass a proposal vote for continued validity. As such, decisions made during an emergency session should aim to be reversible upon review by the OC where possible.

Section V: Communications Access

Proposals referenced: Communications Access Proposal, Drive and Slack Access Permissions Restructuring Proposal, Slack Channel and CC Membership Proposal, Slack and CC Accessibility Proposed Amendments.

I. General Access

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1. Graduate student-workers who support the union can be added to the listserv, Google Drive, and Slack. To be added to these platforms, a grad-worker should be firmly assessed as supportive (meaning they have stated that they would vote for a union in an election) **and** have attended an orientation session. Graduate student-workers who do not support the union should not be added to these platforms.
2. If necessary for the purposes of organizing, undergraduate students who support the union may be added to the listserv and Slack. Undergraduate students cannot be given access to the Google Drive.
3. If necessary for the purposes of organizing, unionized MIT staff (e.g. dining workers, librarians, custodians) may be added to the listserv and Slack. Non-unionized MIT staff cannot be added to the mailing list or the Slack, and no MIT staff can be given access to the Google Drive.
4. Faculty, postdocs, university administrators, and non-MIT affiliates cannot be added to any union communication channels, regardless of stated level of support.
5. Staff at the MIT GSU's partner union (United Electrical Workers) may be given access to the listserv, Google Drive, and Slack.
6. Former MIT grad-workers who supported the union during their time at MIT can retain previously granted access to MIT GSU communication channels unless they are employed as MIT faculty or administration, in which case they must be removed from all union communication channels.

II. Ownership and Permissions

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1. All Department Coordinators are "Managers" of the listserv, allowing them to add members.
2. Listserv primary ownership should be held by the Secretary, once elected. Until the election of a Secretary, Data Committee Convenor(s) will be primary owner in addition to MIT GSU Staff Organizer(s).
3. All Department Coordinators are Slack “Admins” and may add individuals to the Slack themselves as well as approve invitations sent by others.
4. Slack primary ownership should be held by the Secretary, once elected. Until the election of a Secretary, an elected Ombudsperson will be the primary owner. The list of additional owners will be limited to secretaries, Data Committee Convener(s), and MIT GSU Staff Organizer(s).

III. Google Drive Structure and Maintenance

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1. The MIT GSU Google Drive will be owned by a shared MIT GSU gmail account, accessible to the Data Committee Convener(s) and Secretary. The password will be reset and access to the gmail account will be refreshed (in this case of turnover of elected positions) twice per year at a minimum. Department Coordinators, Committee Conveners, Elected Positions, and Organizing Staff will play a central role in managing the Google Drive and therefore will be given sharing access.
2. Each Google Drive folder will contain a Statement of Purpose (SOP) describing the information below and a list of active organizers, maintained by the organizers who manage the folder (if not using a google group). The list of actively engaged organizers with access must be updated semesterly.
    a. Orientation attendees
        i. Managed by orientation facilitators and recruitment team.
        ii. View access provided to all who attend an MIT GSU orientation session.
        iii. View access for this folder or individual files within this folder may be provided to student-workers who have not yet attended an MIT GSU orientation session on an as-needed basis.
            1. Initially containing: START HERE, FAQ, and Core Organizer Roles
    b. Organizer training attendees
        i. Managed by the secretary and local staff organizers.

        ii. View access provided to all who attend an MIT GSU organizer training session
        iii. Initially containing: Organizing Conversation Structure, Organizer Tips and Tricks, and Union Representative Role Description
    c. Departments
        i. Managed by Department Coordinators by department
        ii. Provided to those actively engaged in dept work (i.e. attending dept meetings, coordinating recruitment and outreach consistently with dept organizers outside of meetings, updated semesterly)
        iii. Containing: (current contents of those folders now) dept mapping documents, dept coordination minutes, event planning docs, etc.
    d. Committees/Issue campaigns
        i. Managed by the secretary and local staff organizers.
        ii. Provided to those actively engaged in committee/issue work (updated monthly by committee/issue convenors)
        iii. Initially containing: (current content of those folders now) meeting minutes, talking points, event planning, etc.
    e. Coordinating committee
        i. Managed by the secretary and local staff organizers.
        ii. Provided to all Department Coordinators
        iii. Initially containing: coordinator resources, OC folder
3. Additional documents may have permission granted as needed. For instance, if an organizer chooses to attend a specific meeting, then access should be granted for that meeting (the minutes specifically, not necessarily the entire folder). Access to other documents may be granted on an as needed basis by those managing the folder.

IV. Google Drive Permissions for CCM Materials

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1. A folder containing CCM materials containing (but not necessarily limited to) agendas, minutes, and proposals will be created in the Union Representatives folder on the Drive.
2. CCM minutes should be limited to Union Representatives, Department Coordinators, Committee Conveners, Elected Positions, and Staff Organizers by default.
3. Any union-supportive grad-worker **who has attended an orientation** can request CC minutes from a Department Coordinator, Committee Convener,

Elected Leader, or Organizing Staff. *Union Representatives cannot distribute CC materials to other grad workers.*

4. MIT GSU active bylaws must be accessible to all union-supportive grad-workers **who have attended an orientation**.
    a. Active bylaws will be housed in the post-orientation materials folder on the Drive.
5. Bylaws must be updated within 48h after a proposal changing them has passed.
    a. This responsibility is delegated to Organizing Staff.
    b. Should the CC establish the role of an elected Secretary, this responsibility is delegated to the Secretary upon election.

V. Slack Access for #cc-prep, #union_reps, and #coordinators Channels

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1. Establish private Slack channels for Union Representatives and Department Coordinators.
    a. Maintain closed #union_rep and #coordinator channels.
    b. Access will be limited as follows:

Role	**Channel Access**		
	#union_reps	#cc-prep	#coordinators
Union Reps	Yes	Yes	No
Committee Convener	No	Yes	Yes
Department Coordinators Elected GSU Officers GSU Staff/UE Staff	Yes	Yes	Yes

c. Inactive members will be removed from these channels. If the grad worker being removed is still attending MIT, they should be notified before removal and permission should be obtained if possible. Inactivity is determined for each role as follows:
d. Union Representative inactivity can be determined by a Department Coordinator on an individual basis. “Inactive” for Union Representatives is defined as consistently not fulfilling the responsibilities of a Union Representative, as defined here, or not responding to outreach regarding those responsibilities for longer than 6 weeks. Department Coordinators considering changing a Union Representatives status to inactive, should consult with other relevant Department Coordinators if possible.
e. “Inactive” for Department Coordinators is defined as consistently not fulfilling the responsibilities of a Department Coordinators, as defined here, or not responding to outreach regarding those responsibilities for longer than 6 weeks.
f. “Inactive” for Committee Conveners is defined as consistently not fulfilling the responsibilities of a Committee Conveners, as defined here, or not responding to outreach regarding those responsibilities for longer than 6 weeks.
g. This responsibility is delegated to Organizing Staff.
h. Should the CC establish the role of an elected Secretary, this responsibility is delegated to the Secretary upon election.
i. The Organizing Staff or Secretary must inform Department Coordinators for the inactive member of their removal.

2. Maintain #cc-prep as a closed channel.
    a. Full cc agendas, zoom links, and proposals will be posted here, as well as the outcome of proposal votes.
    b. Access will be limited to Department Coordinators, Union Representatives, Committee Conveners, Elected Officers, and Staff Organizers.
    c. Copies of CC agendas and minutes can be provided to CC guests (see guest policies below) by their sponsoring coordinator, but grad-worker and non-grad-worker guests will not be given access to #cc-prep.
    d. In some circumstances, a grad-worker may be given access to #cc-prep on a case-by-case basis. **Unlike general proposal votes**, this should be

determined by vote at CC to pass with a simple majority of *Department Coordinators* present. This can be done by roll call or silent vote.

i. These grad-workers must be (i) active organizers in the MIT GSU who (ii) have compelling reasons for not becoming a Union Representative and (iii) have compelling reasons to have #cc-prep access.

ii. A sponsoring Department Coordinator, Committee Convener, Elected Officer, or Staff Organizer will provide voters with these reasons at CC in verbal or written form. Department Coordinators will decide their vote based on the extent to which they feel these criteria are satisfied.